

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

May 24, 2017

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on May 24, 2017, at the Willow Fork Country Club, 21055 Westheimer Parkway, Katy, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Richard Ward	President
Dan Smith	Vice President
John Poulter	Secretary
Wendy Duncan	Assistant Vice President
Joe Robinson	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Gregg Nady, resident of the District; Fran Matuska of F. Matuska, Inc.; Yvonne Arceneaux, Parks Director; Andrew and Matthew Dunn of On-site Protection LLC ("On-site"); Dray Holeman, Assistant to Ms. Arceneaux; Bob Wempe of AECOM; Matt Klein of TBG Partners ("TBG"); Dawn Mouton and Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson and Patti Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the previous Parks Board meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Smith seconded the motion, which carried unanimously.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

SECURITY SERVICES

Mr. Andrew Dunn reported on security matters, including contacts with off-duty Sheriff's deputies. Director Poulter stated that Mr. Schmitt will coordinate channel and ditch patrol, and discussions are ongoing with another deputy regarding Central Green events.

Mr. Matthew Dunn reported on security incidents at all parks and the surrounding area. Mr. Andrew Dunn reported the gate arm at Willow Fork Park was broken, and his firm is reviewing camera no. 5 footage to determine if the culprit can be identified. The Board requested the gate be lit at night to ensure it can be seen.

Mr. Andrew Dunn requested the Board to consider an additional camera at Exploration Park focused on the new toddler play area.

Director Smith moved to approve the report, payment of the security invoice, installation of an additional camera at Exploration Park, and a light for the gate at Willow Fork Park at a cost not to exceed \$2,000, including installation. Director Poulter seconded the motion, which carried unanimously.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. Ms. Matuska presented new bank signature cards to add Director Duncan. After review and discussion, Director Poulter moved to approve the bookkeeper's report and payment of the bills. Director Smith seconded the motion, which passed by unanimous vote.

CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder reviewed the maintenance report, a copy of which is attached.

Mr. Schroeder requested the Board approve signage temporarily closing Exploration Park when the Park in power washed.

PARK MANAGER REPORT

Ms. Mouton stated she is working with an individual for the addition of a book exchange kiosk for Exploration Park.

REPORT FROM TBG PARTNERS

Mr. Klein reported on landscape architect matters. A copy of the report is attached.

Mr. Klein updated the Board regarding Willow Fork Park and stated he had no items for approval. He updated the Board regarding the Harris-Fort Bend Counties Municipal Utility District No. 5 plantings.

Mr. Klein updated the Board regarding Section 1 of Phase 3 of the trail system and presented the contract for execution.

Mr. Klein updated the Board on the status of the toddler playground at Exploration Park and recommended approval of Pay Estimate No. 5 in the amount of \$30,623.00, payable to D. L. Meacham.

Discussion ensued regarding several bridges which the Cinco Ranch HOA has requested the District to repair. The Board requested Mr. Klein to have the bridges

inspected to determine the cost to rehabilitate the bridges. The Board concurred to discuss this matter at a subsequent meeting.

After review and discussion, Director Smith moved to approve the report, approve Pay Estimate No. 5 for the toddler playground at Exploration Park, and to authorize Mr. Klein to research the costs of repairing two bridges. Director Poulter seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Wempe reported on engineering matters. He stated the water quality contractor has remobilized. He stated he visited with Cinco Municipal Utility District No. 6 regarding drainage. In response to a question from Director Ward, Mr. Schroeder stated he is researching wildflower planting options.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux reported on Central Green matters. She updated the Board regarding upcoming events. Ms. Arceneaux requested approval to hold a talent show on September 30. Director Smith then moved to approve the talent show and budget. Director Poulter seconded the motion, which passed by unanimous vote.

PARKS COMMITTEE RECOMMENDATIONS

There were no additional recommendations.

PARKS COMMITTEE APPOINTMENT

The Board considered replacement of April Renberg's position on the Parks Committee. After discussion, Director Robinson moved to appoint Director Duncan to the Committee. Director Poulter seconded the motion, which carried unanimously.

CURRENT EVENTS

Director Robinson discussed current events concerning Katy Independent School District, sinkholes, the Texas Legislature, the EPA, and rollback taxes.

REVIEW ACTION LIST AND DISCUSS MEETING SCHEDULE AND ITEMS FOR INCLUSION ON NEXT AGENDA

The Board concurred to have the next parks meeting on June 28, 2017, at the regular time.

There being no other business to come before the Board, the meeting was adjourned.

Asst. 
Secretary, Board of Directors

(SEAL)

